

BEAVERTON POLICE DEPARTMENT

GENERAL ORDER

NUMBER: 8.02.00
SUBJECT: ACCIDENT REPORTING
EFFECTIVE: AUGUST 1, 1999
REVIEW: AUGUST 2001, 2003, 2005, 2007

1. ACCIDENT REPORTING. Accidents that are job related or involve city vehicles shall be reported in detail as soon after the occurrence as possible. Accident reports for non-injury accidents shall be completed as soon as possible. All accident reports involving personal injury shall be submitted to the shift supervisor prior to the end of the shift.

A. VEHICULAR ACCIDENTS. Accidents involving city owned vehicles or personal vehicles being operated on city business shall be reported immediately to a supervisor for investigation.

B. OTHER ACCIDENTS. Accidents involving city owned equipment or city property, when personal injury or property damages result, must be reported immediately to the appropriate supervisor who will conduct or cause an investigation to occur.

C. VEHICLE ACCIDENT REPORTS. Traffic accidents involving department vehicles will be investigated consistent with the applicable General Orders.

Chief of Police Date